MC0265

HOSPITAL EQUIPMENT NOTE

25

LAUNDRY

MINISTRY OF HEALTH : SCOTTISH HOME AND HEALTH DEPARTMENT
LONDON : HER MAJESTY'S STATIONERY OFFICE
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Laundry

CONTENTS

I Scope.

II General Considerations on the Use of Equipment Notes.

III Special Considerations in Respect of this Note.

IV Cost.

V List of rooms, etc.

A Basic accommodation.

B Additional accommodation.

VI Schedule of Equipment.

Appendix: Departmental Cost Summary.

I. Scope

This Equipment Note gives guidance on the basic equipment requirements for a Laundry. It is intended to be read in conjunction with Hospital Building Note No. 25 which relates to the design of laundries dealing with between 45,000 and 110,000 articles a week. Like the Building Note, it is not concerned with transport (vehicles).

II. General Considerations on the Use of Equipment Notes

Equipment Note No. 1 (Equipping a Hospital Building) provides an introduction to the series of departmental Equipment Notes, advice on their application and guidance on the task of preparing equipment schedules for individual building projects. This departmental Equipment Note is intended to be used within the general planning frame-work set out in Equipment Note No. 1 and in the manner described therein.

The following method of classifying equipment, which is explained in more detail in Hospital Equipment Note No. 1, is used throughout this Note:

The term ' equipment ' covers all items necessary for the functioning of the hospital and includes both non-technical (e.g. furniture) and technical equipment. Short-term consumable supplies such as fuel, stationery and food are not included.

Equipment is classified into three groups:

Group I: items usually supplied and fixed by the contractor for the works.

Group II: items having a permanent or semi-permanent location and having a significant effect on space and/or structural requirements:

(*a*) those supplied by the hospital authority and fixed by the contractor for the works;

(*b*) those supplied by the hospital authority and put in position by them or on their instructions outside the general construction contract.

Group III: smaller items, usually storage items, supplied and put in position by the hospital authority.

III. Special Considerations in Respect of this Note

The equipment detailed in this Note is regarded as generally suitable for the department described in Building Note No. 25 and has been listed in room (or space) sequence conforming to the Building Note. The lists are drawn up in such a way that they are applicable to laundries of varying sizes within the context of the Building Note, according to capacity. For guidance on the assessment of required capacity, reference should be made to paragraphs 12 and 13 of the Building Note.

This Note does not cover the provision of vehicles for transporting laundry articles to and from the hospitals served.

Some fixed items of equipment (Group I) have already been mentioned (and costed) in the Building Note, but it has been thought useful to include them again in the Equipment Note, which represents the results of a comprehensive review of the requirements. Structural elements, floor coverings, non-specialised heating and lighting fittings and similar items which are basic to any building are not included in the Equipment Note; neither are window blinds and window curtain tracks since the requirement may vary with local circumstances.

Particular reference should, however, be made to the Building Note—Part V, Laundry plant, and Part VI, Engineering services—for further information on the plant, mechanical services and electrical installation. Attention is there drawn to the modifications and intensive development in machine design now being made. There is a trend towards supplying certain items of laundry plant with inbuilt conveyers. Also, more use of mechanical handling plant will be possible with further standardisation of articles to be laundered. In such cases the equipment listed in this Note will need to be adapted to suit the particular type of laundry plant installed. As indicated in Parts I and V of the Building Note, these developments are being investigated and further advice will be issued as necessary.

Throughout the schedule, for the sake of uniformity, reference to towel dispensers are associated with disposal bins for paper towels. Suitable adjustments will need to be made where other types of towel are used.

It is for individual hospital authorities to make rules about smoking in hospitals under their control and management (see Ministry Memorandum H.M. (63)43) and accordingly no reference is made to ashtrays or to smoking throughout this Note.

IV. Cost

Guidance on the cost of equipping a laundry to the standard shown in this schedule is given against the list of equipment for each room. Departmental cost summaries are shown in the Appendix to the Note. In using these cost figures, the considerations referred to in Section IV of Equipment Note No. 1 should be borne in mind.

The cost figures in this schedule and in the Appendix are related only to Group II and Group III equipment. As a matter of convenience, Group I items of a specialised nature are listed in each room schedule, but these have already been taken into account in the cost allowance for construction (including engineering), in the appropriate Cost Note in Appendix E to Hospital Building Note No. 2.

V. List of Rooms, etc.

A. Basic accommodation	Page reference
(*a*) Productive area	
(i) Reception, sorting and classifying	3
(ii) Wash area	4
(iii) Calendering, drying and pressing	5
(iv) Assembling, packing and despatch	6
(*b*) Staff lavatories and changing rooms	7
(*c*) Barrier rooms	8
(*d*) Mess-room	9
(*e*) Rest room	10
(*f*) Offices	11
(*g*) Laundry stores—washing materials and machine clothing	12
(*h*) Electrical switch room	12
(*i*) Calorifier and plant room	12
(*j*) Cleaners' room	13
(*k*) Space for header tank	13
Departmental items	14
B. Additional accommodation	
(*a*) Foul sluice room	15
(*b*) Infants' napkin section	15
(*c*) Main linen store	16
(*d*) Repair room for linen	16
(*e*) Water softening plant room	16
(*f*) Engineers' store	17
(*g*) Dry-cleaning room	17
Appendix	18

VI. Schedule of Equipment

A. Basic Accommodation

(*a*) PRODUCTIVE AREA

(i) *Reception, sorting and classifying*

The equipment specified below allows orderly storage of soiled linen, by means of an overhead monorail system, ease of handling by female staff and transfer to the washing machines without the use of trolleys. Alternative systems may require different equipment.

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Mono-rail system	1	1	1	1	1	
Socket outlet	1	1	1	1	1	'Off-standard' type.
Intercommunication system ...	1	1	1	1	1	With Laundry Manager, if required.
Weighing facilities	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Washing materials solution tank	4	4	4	4	4	
Board, notice	1	1	1	1	1	
Group IIa:						
Dispenser, face mask	1	1	1	1	1	
Group IIb:						
Trough, or table, sorting, mobile	2	2	2	2	2	
Machine, marking, complete with booth	1	1	2	2	2	
Container/frame, mobile, for loading soiled linen bags (100 lb)	13	14	15	16	17	
Group III:						
Spray deodorant/disinfector ...	1	1	1	1	1	
Bag, soiled linen:						
Small, cotton, for nurses' bundles	1,000	1,500	1,800	2,200	2,700	
*Large (100 lb), for loading washing machines ...	26	30	33	39	48	*Nylon or other equally suitable material.
Cost Guide (excluding Group I)	£1,215	£1,340	£1,905	£2,020	£2,165	
Additional List						
Group III:						
*Bag, soiled linen:						
Medium size (35–40 lb), for soiled linen intake	450	600	750	900	1,100	These will be required if suitable bags are not provided in other departments within the hospital.
Cost Guide (additional list)	£945	£1,260	£1,575	£1,890	£2,310	

(*a*) PRODUCTIVE AREA (continued)

(ii) *Wash area*

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Machine, washing:						
100 lb	5	7	9	11	14	
50 lb	1	1	1	1	1	
25 lb	1	1	1	1	1	
Automatic washing controls ...	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	If not provided with washing machines.
Heat and water recovery system	1	1	1	1	2	These may be sited adjacent to the reception, sorting and classifying area.
Starch injection unit	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Hydro-extractor:						
36 in. (100 lb)	3	4	4	5	6	
21 in. (25 lb)	1	1	1	1	1	
Nylon sling/electric hoist system or						
Flat belt conveyor system ...	1	1	1	1	1	
Intercommunication system ...	1	1	1	1	1	On soiled side if required.
Speaker, radio extension ...	1	1	1	1	1	On clean side.
Machine, starching	*	*	*	1	1	*In exceptional circumstances a starching machine may be provided here.
Clock, electric	1	1	1	1	1	Double-faced. To serve reception area also.
Board, notice	1	1	1	1	1	
Water point, with hose connection	2	2	2	2	2	On soiled and clean side.
Sink	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	On soiled side.
Group IIb:						
Trolley	2	2	2	2	2	For dry work on clean side.
Cupboard, for laundry chemicals	1	1	1	1	1	
Table, small	1	1	1	1	1	
Group III:						
Hose, with jet	2	2	2	2	2	
Bucket	5	5	5	6	6	
Jug, measuring	2	2	2	2	2	
Cabinet, testing B.L.R.A. ...	1	1	1	1	1	
Hydrometer	1	1	1	1	1	
Cost Guide (excluding Group I)	£100	£100	£100	£100	£100	

(*a*) PRODUCTIVE AREA (continued)

(iii) *Calendering, drying, pressing*

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Board, notice	1	1	1	1	1	
Tumbler, preparing:						
'Shake-out' or conditioning	—	—	—	1	1	
Orthodox type (35/48 cu. ft. capacity)	2	2	2	—	—	
Tumbler, complete, drying:						
Orthodox type (35/48 cu. ft. capacity)	1(1)	1(2)	2(2)	3(2)	4(2)	†See footnote.
Press, pillow slip	—	—	—	As reqd.	As reqd.	
Press	6	8	9	11	14	
Steam/air finisher	—	—	As reqd.	As reqd.	As reqd.	
Conveyer, two-tier	2	2	2	2	2	
Conveyer, single	—	—	—	—	1	
†Machine, drying, static:						†See footnote.
Capacity 200 lb per hour ...	1	1	—	—	—	
Capacity 350 lb per hour ...	—	—	1	1	1	
Machine, ironing, flatwork (18 in. × 120/126 in.):						
3-roll	—	1	1	—	—	Or equivalent in other sizes.
4-roll	1	—	—	1	1	
5-roll	—	1	1	1	—	
6-roll	—	—	—	—	1	
Folding equipment:						
Without cross-fold for small articles	1	—	—	—	—	
‡With cross-fold for small articles	—	—	1	1	1	‡See Stool.
‡With cross-fold for small and large articles ...	—	1	1	1	1	
Calender preparing equipment:						
'Spreader' for large flat-work	—	1	1	1	1	
Suction preparing equip- for large flat-work ...	—	1	1	1	2	
Machine, collar polishing ...	*	*	*	1	1	*In exceptional circumstances a collar-polishing machine may be provided here.
Board, ironing	2	2	2	3	3	
Speaker, radio extension ...	1	1	1	1	1	
Socket outlet	1	1	1	1	1	'Off-standard' type.
Socket outlet, single	2	2	2	3	3	For hand irons if required.
Clock, electric	1	1	1	1	1	Double-faced to serve also Assembling, Packing and Despatch section.
Group IIb:						
Bin, holding, mobile, 100 lb dry weight	9	9	11	14	16	
Bin, mobile, holding/preparing	5	6	6	6	7	
Bin, mobile, holding, for pressers	6	8	9	11	14	
Table, medium size, for tumbled linen	3	3	3	4	5	
Table, small (for use with collar polishing machine)	*	*	*	2	2	*If, in exceptional circumstances, a collar-polishing machine is provided, two tables will be required here also.
Table, large, for calendered linen	1	1	1	1	2	
Tubular rails, mobile, for presses	6	8	9	11	14	
Stool	—	1	2	2	2	For use with equipment marked ‡.
Group III:						
Iron, electric	2	2	2	3	3	
Spray gun	8	10	11	14	17	
Pyrometer, indicating, with thermocouple	—	—	1	1	1	
Cost Guide (excluding Group I)	£740	£835	£970	£1,190	£1,430	

† *Static drying machine.* If it is the intention not to use this type of equipment, additional drying tumblers of the two-speed type will be required. The additional drying tumblers are shown in brackets against 'Tumblers—complete drying'.

(*a*) PRODUCTIVE AREA (continued)

(iv) *Assembling, packing and despatch*

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Conveyer system, flat belt or gravity	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	For conveying containers from packing section to despatch section or vans.
Socket outlet, twin	1	1	1	1	1	For general use.
Rack, double-sided, revolving	3	3	4	4	4	For staff articles. Approximately 6 ft. long, 3 ft. 9 in. wide and 6 ft. high.
Group IIb:						
Rack, single-sided	11	14	16	21	25	For ward linen. Approximately 6 ft. long, 1 ft. 10 in. wide and 6 ft. 6 in. high. If provision is made for a central linen store within the laundry the number of racks specified can be reduced. (See B(*c*) Main Linen Store footnote, page 16.)
Table, mobile, small	4	5	6	7	8	
Trolley (including sub-racking)	6	8	10	12	14	
Container, box	500	750	900	1,100	1,350	For staff articles. The type of container specified should allow frequent cleansing, good utilisation of van space and the minimum of storage space when empty. Separate containers for soiled linen are specified under (A)(*a*)(i), page 3.
Container, nylon or suitable alternative	270	360	450	540	660	Disposable bags may be preferred in some cases.
Cost Guide (excluding Group I)	£1,620	£2,180	£2,665	£3,255	£3,940	

(*b*) STAFF LAVATORIES AND CHANGING ROOMS

	Male		*Female*			*Notes*
	Laundry capacity (articles weekly)					
	45,000–75,000	90,000–110,000	45,000–60,000	75,000–90,000	110,000	
Basic List						
W.C. cubicle						
Group I:						
W.C. suite	1	2	3	4	5	
Fitting, toilet paper	1	2	3	4	5	
Shelf	1	2	3	4	5	
Hook, clothes	1	2	3	4	5	
Group III:						
Brush, lavatory, and holder ...	1	2	3	4	5	
Cost Guide (excluding Group I)	£1	£1	£1	£2	£2	
Lobby:						
Group I:						
Urinal	1	1	—	—	—	
Basin, lavatory	1	2	3	4	5	
Dispenser, soap	1	2	3	4	5	
Mirror	1	2	3	4	5	
Shelf	1	2	3	4	5	
Hook, clothes	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group IIa:						
Dispenser, towel	1	As reqd.	As reqd.	As reqd.	As reqd.	B.S. 1439.
Group IIb:						
Bin, disposal, for paper towels	1	As reqd.	As reqd.	As reqd.	As reqd.	
Cost Guide (excluding Group I)	£1	£1	£2	£2	£3	
Changing room						
Group I:						
Mirror	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	Long in female area.
Bench seating	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Rail	1	1	1	1	1	For wet clothing.
Group IIb:						
Locker, individual	1	1	1	1	1	Per member of staff.
Cost Guide (excluding Group I)	£130	£175	£220	£260	£315	

(*c*) BARRIER ROOMS

	Male			*Female*				*Notes*
	Laundry capacity (articles weekly)							
	45,000	60,000–75,000	90,000–110,000	45,000–60,000	75,000	90,000	110,000	
Basic List								
Group I:								
Basin, lavatory ...	1	1	1	1	1	1	1	
Dispenser, soap ...	1	1	1	1	1	1	1	
Mirror	1	1	1	1	1	1	1	
Shelf	1	1	1	1	1	1	1	
Hook, clothes ...	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group IIa:								
Dispenser, towel ...	1	1	1	1	1	1	1	B.S. 1439.
Group IIb:								
Bin, disposal, for paper towels ...	1	1	1	1	1	1	1	
Locker, clothes ...	2	2	2	3	4	4	5	For protective clothing.
Cost Guide (excluding Group I)	£10	£10	£10	£15	£20	£20	£25	

	Per cubicle	
W.C. cubicle		
Group I:		
W.C. suite	1	
Fitting, toilet paper...	1	
Shelf	1	
Hook, clothes ...	1	
Group IIb:		
Bin, sanitary ...	1	If required.
Group III:		
Brush, lavatory, and holder	1	
Cost Guide (excluding Group I)	£2	

(*d*) MESS-ROOM

	Laundry capacity (articles weekly)					Notes
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Instantaneous water boiler with drip tray	—	1	1	1	1	
Cooker, domestic type, with grill, oven and boiling rings	1	1	1	1	1	Gas/electric.
Worktop or table	1	1	1	1	1	
Sink unit with two sinks and two drainers	1	1	1	1	1	Stainless steel.
Cupboard unit	1	1	2	2	3	
Basin, lavatory	1	1	1	1	1	Unless available nearby. (Food Hygiene (General) Regulations, 1960, refer.)
Board, notice	1	1	1	1	1	
Clock, electric	1	1	1	1	1	
Dispenser, soap	1	1	1	1	1	
Drinking water point ...	1	1	1	1	1	
Group IIa:						
Dispenser, towel	1	1	1	1	1	B.S. 1439.
Dispenser, paper tea towel ...	1	1	1	1	1	
Group IIb:						
Chair, dining	16	24	28	32	40	
Table, dining	4	6	7	8	10	
Bin, pedal operated	1	1	1	1	1	For scrap food.
Bin, rubbish	1	1	1	1	1	
Bin, disposal, for paper towels	1	1	1	1	1	
Refrigerator, 3 cu. ft.	1	1	1	1	1	
Group III:						
Basin, sugar	4	6	7	8	10	
Container, coffee	1	1	1	1	1	
Container, tea	1	1	1	1	1	
Container, sugar	1	1	1	1	1	
Condiment set	2	3	4	4	5	
Cup, tea	24	30	36	40	48	
Fork, dinner	8	12	14	16	20	
Jug, milk, 1 pint	2	1	1	—	—	
Jug, milk, 2 pint	—	1	1	2	2	
Kettle, 6 pint	1	—	—	—	—	
Knife, dinner	8	12	14	16	20	
Plate, dinner	8	12	14	16	20	
Plate, tea	16	24	28	32	40	
Pot, mustard, 2 oz.	1	1	1	1	2	
Saucer	20	28	32	36	44	
Saucepan, 2 pint	1	1	1	1	1	B.S. 1859.
Saucepan, 4 pint	1	1	1	1	1	B.S. 1859.
Spoon, tea	20	28	32	36	44	
Strainer, tea	1	1	2	2	2	
Teapot, 6 pint	1	1	2	2	2	
Tray	2	2	4	4	6	
Cost Guide (excluding Group I)	£130	£180	£205	£230	£280	

(*e*) REST ROOM

		Laundry capacity (articles weekly)		Notes
		45,000–75,000	90,000–110,000	
Basic List				
Group I:	Mirror	1	1	
	Socket outlet, single	1	1	
Group IIb:	Chair, semi-easy	1	2	
	Table, small	1	1	
	Divan	1	1	
	Mattress	1	1	
	Fire, electric	1	1	B.S. 3456, A2.
Group III:	Bin, waste paper	1	1	
	Bottle, hot water	1	1	B.S. 1970.
	Carafe and tumbler	1	1	
	Blanket	2	2	
	Box, first-aid	1	1	
	Pillow	2	2	B.S. 1899.
	Case, pillow	4	4	
	Cover, mattress	1	1	
	Cover, divan	1	1	
	Cost Guide (excluding Group I)	£45	£55	

(*f*) OFFICES

The equipment shown below has been related to the staff and the siting of equipment in rooms will depend on the distribution of staff.

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
(*a*) *Laundry manager*						
Group I:						
Board, chart	1	1	1	1	1	
Clock, electric	1	1	1	1	1	
Radio/loudspeaker, system control	1	1	1	1	1	Or in general office.
Intercommunication system ...	1	1	1	1	1	With reception, sorting and classifying area, if required.
Socket outlet, twin	1	1	1	1	1	
Telephone	1	1	1	1	1	
Hook, clothes	2	2	2	2	2	
Group IIb:						
Table, pedestal	1	1	1	1	1	
Chair, desk	1	1	1	1	1	
Chair, upright, small	2	2	2	2	2	
Cabinet, filing, four-drawer ...	1	1	1	1	1	
Cupboard, steel, lockable ...	1	1	1	1	1	
Group III:						
Bin, waste paper	1	1	1	1	1	
Desk set	1	1	1	1	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
Box, first-aid	1	1	1	1	1	
Cost Guide (excluding Group I)	£65	£65	£65	£65	£65	
(*b*) *Assistant laundry manager*						
Group I:						
Socket outlet, twin	—	—	1	1	1	
Hook, clothes	—	—	As reqd.	As reqd.	As reqd.	
Board, chart	—	—	1	1	1	
Telephone	—	—	1	1	1	
Group IIb:						
Table, pedestal	—	—	1	1	1	
Chair, desk	—	—	1	1	1	
Chair, upright, small	—	—	1	1	2	
Cabinet, filing, four-drawer ...	—	—	—	1	1	
Cabinet, filing, two-drawer ...	—	—	1	—	—	
Cupboard, steel	—	—	1	1	1	
Group III:						
Bin, waste paper	—	—	1	1	1	
Desk set	—	—	1	1	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
Cost Guide (excluding Group I)	£—	£—	£55	£60	£65	
(*c*) *General office*						
Group I:						
Socket outlet, twin	1	1	1	1	1	
Group IIb:						
Desk	1	1	1	1	2	
Chair, desk	1	1	1	1	2	
Chair, upright, small	—	1	1	1	1	
Cabinet, filing, four-drawer ...	—	1	1	1	1	
Cabinet, filing, two-drawer ...	1	—	—	—	1	
Cupboard, steel	—	1	1	1	1	
Group III:						
Typewriter	—	1	1	1	1	
Machine, adding	1	1	1	1	1	Manually operated.
Desk set	1	1	1	1	2	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
Bin, waste paper	1	1	1	1	2	
Cost Guide (excluding Group I)	£115	£180	£180	£180	£210	

(*g*) LAUNDRY STORES

	Laundry capacity (articles weekly)					Notes
	45,000	60,000	75,000	90,000	110,000	
Basic List						
(*a*) *Washing materials store*						
Group I:						
Boards, duck	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Storage, shelving	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Stands, drum	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group IIb:						
Truck, sack	1	1	1	1	1	
Machine, weighing	1	1	1	1	1	For weighing up to 1 cwt.
Trolley, carboy, platform type	1	1	1	1	1	For transporting carboys.
Tippler, carboy, for bleach ...	1	1	1	1	1	Or suitable alternative.
Ladder, step	1	1	1	1	1	
Cost Guide (excluding Group I)	£55	£55	£55	£55	£55	
(*b*) *Machine clothing store*						
Group I:						
Storage, shelving	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group III:						
Cover, nylon, spare	4	5	5	6	7	For hydro-extractors.
Scissors, large ... ... (pairs)	1	1	1	1	1	
Scissors, small ... ... (pairs)	1	1	1	1	1	
Measure, tape	2	2	2	2	2	
Cost Guide (excluding Group I)	£40	£50	£50	£60	£70	

(*h*) ELECTRICAL SWITCH-ROOM

	Laundry capacity (articles weekly)		Notes
	45,000–60,000	75,000–110,000	
Basic List			
Group I: Switchgear equipment	As reqd.	As reqd.	
Group III: Mat, rubber, insulating	If reqd.	If reqd.	
Cost Guide (excluding Group I)	£20	£20	

(*i*) CALORIFIER AND PLANT ROOM

	Laundry capacity (articles weekly)			Notes
	45,000–60,000	75,000	90,000–110,000	
Basic List				
Group I: Calorifier and plant	As required	As required	As required	
Air compressor and receiver ...	2	2	2	
Socket outlet, twin	1	1	1	
Cost Guide (excluding Group I)	£—	£—	£—	

(*j*) CLEANERS' ROOM

		Quantity	Notes
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As required	For implements.
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
	Storage, cupboard, lockable, small ...	1	For handbags and personal belongings.
Group IIb:	Trolley, domestic, small	1	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum, domestic type	1	B.S. 3456, B2.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£65	

(*k*) SPACE FOR HEADER TANK

		Quantity	Notes
Basic List			
Group I:	Header tank	1	
	Cost Guide (excluding Group I)	£—	

A. Basic Accommodation

DEPARTMENTAL ITEMS

	Laundry capacity (articles weekly)					*Notes*
	45,000	60,000	75,000	90,000	110,000	
Basic List						
Group I:						
Directional signs, door labelling/numbering	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Fire alarm, push-button ...	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Incinerator, automatic, electric	—	—	1	1	1	
Group IIa:						
First aid fire-fighting equipment (e.g. hose reels, extinguishers, buckets, etc.) ...	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Clock, time-recording, and rack	1	1	1	1	1	
Factory Act notices	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Ladder, lightweight	1	1	1	1	1	
Group IIb:						
Floor scrubber/suction unit, industrial type	1	1	1	1	1	
Vacuum cleaner, industrial type	1	1	1	1	1	
Bag, net, Terylene	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	For washing small articles.
Group III:						
Lantern, hand, battery operated	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Doormat	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Protective clothing:						
Apron, plastic	8	8	9	9	9	
Boots, rubber ... (pairs)	8	8	10	10	11	
Cap	9	9	12	12	15	
Gloves, rubber	6	6	8	8	10	
Mask	36	36	42	42	48	
Overalls, bib and brace ...	15	15	18	18	18	
Overalls, coat, long ...	5	5	7	7	7	
Overalls, wrap over ...	52	66	78	90	104	
Overalls, short jacket ...	9	9	9	9	9	
Cost Guide (excluding Group I)	£560	£575	£605	£620	£640	

B. Additional Accommodation

(*a*) FOUL SLUICE ROOM

		Quantity	Notes
Basic List			
Group I:	Machine, washing	1	
	Sluicer, mechanical	2	
	Hydro-extractor	1	
	Water point, with hose connection ...	1	
Group IIb:	Washing machine unloading tray	1	
	Trolley	2	One for sluiced and one for soiled linen.
Group III:	Bucket	1	
	Jug, measuring	1	
	*Bag for foul linen	As required	
	Hose, with jet	1	
	Cost Guide (excluding Group I)	£55	

* These can be of the same type as those for soiled linen specified under A(*a*)(i) provided disposable polythene liners are also used. The total number of soiled linen bags required, whether or not a Foul Sluice Room is provided within the laundry, will be unchanged and therefore provision for additional bags for foul linen is unnecessary. It should be noted that bags used for foul linen should not be used for ordinary soiled linen and therefore suitable marking for identification purposes will be necessary—see C.H.S.C.'s report, ' Hospital Laundry Arrangements '.

(*b*) INFANTS' NAPKIN SECTION

		Quantity	Notes
Basic List			
Group I:	Machine, washing	1	
	Hydro-extractor	1	
	Tumbler, drying	1	
	Conveyer, flat belt	1	
Group IIb:	Trolley or bin	3	One for soiled articles, one for clean (damp) articles and one for clean (dry) articles.
	Table	1	For packing.
Group III:	Bucket	1	
	Jug, measuring	1	
	*Bags for soiled napkins	As required	
	Cost Guide (excluding Group I)	£90	

* These can be of the same type as those for soiled linen specified under A(*a*)(i) provided disposable polythene liners are also used. The total number of soiled linen bags required, whether or not an Infants' Napkin Section is provided within the laundry, will be unchanged and therefore provision for additional bags for infants' napkins is unnecessary. It should be noted that bags used for infants' napkins should not be used for ordinary soiled linen and therefore suitable marking for identification purposes will be necessary.

The containers used for clean linen, other than staff articles, specified under A(*a*)(iv) may also be used for infants' napkins. The total number of containers required for clean linen, including these articles, will be unchanged whether or not an Infants' Napkin Section is provided within the laundry and therefore provision for containers for napkins additional to those specified under A(*a*)(iv) is unnecessary.

(*c*) MAIN LINEN STORE

	Linen store capacity, 1,000 *articles weekly*					*Notes*
	20	25	30	35	40	
Basic List						
Group I:						
Socket outlet, twin	1	1	1	1	1	
Heat detector, automatic ...	1	1	1	1	1	
Board, notice	1	1	1	1	1	
Group IIb:						
*Rack, single-sided	20	24	27	31	36	
Table, small, mobile	2	2	2	3	3	
Trolley (including sub-racking)	3	3	4	5	5	
Cost Guide (excluding Group I)	£620	£725	£830	£965	£1,100	

The equipment specified under IIb should be found to be adequate for four days' storage for the capacity stated. The capacity in this case refers to the linen store and not the laundry.

Since the linen store is within the laundry it is unlikely that office equipment additional to that specified under A(*f*) "Offices" will be required; it should be possible for the ward linen after drying and calendering, to be placed direct in the linen store racks instead of in the racks in the assembling, packing and despatch area under the more usual arrangements. Fewer racks in the latter area therefore will be required, the number of mobile racks, single-sided, specified under A(*a*)(iv) Assembling, Packing and Despatch being reduced by approximately one-quarter of the racks specified above for the particular main linen store under consideration.

The containers used for clean linen, other than staff articles, specified under A(*a*)(iv) may also be used for the main linen store articles. The total number of containers required, however, for the articles including those for the linen store, will be unchanged whether or not the main linen store is provided within the laundry and therefore provision for containers for the main linen store additional to those specified under A(*a*)(iv) is unnecessary.

* Racks, single-sided: approximately 6 ft. long, 1 ft. 10 in. wide and 6 ft. 6 in. high.

(*d*) REPAIR ROOM FOR LINEN

It is assumed that this room will be used for repairs to articles other than clothing and uniforms.

		Laundry capacity (*articles weekly*)			*Notes*
		45,000	60,000–75,000	90,000–110,000	
Basic List					
Group I:	Socket outlet, single	As reqd.	As reqd.	As reqd.	
	Board, notice	1	1	1	
	Storage, shelving	As reqd.	As reqd.	As reqd.	
Group IIb:	Chair, swivel	1	2	3	
	Machine, sewing	1	2	3	Or thermo-patch machine when two or more machines are required. Requirements may vary with circumstances.
	Machine, marking	1	1	1	If required.
	Table	1	1	1	
Group III:	Measure, tape	1	2	3	
	Shears, cutting-out	2	4	6	
	Scissors	2	4	5	
	Yardstick	1	1	1	
	Bin, waste	1	2	3	
	Cost Guide (excluding Group I)	£750	£1,085	£1,220	

(*e*) WATER SOFTENING PLANT ROOM

		Quantity	*Notes*
Basic List			
Group I:	Water softening plant, complete with pumps and tanks	1	
	Tank, soft water storage (four hour) ...	1	
	Tank, header (one hour)	1	
	Specially lined storage tank	1	If required. For salt slurry only.
	Dry salt store or slurry salt store	1	80–100 sq. ft.
Group III:	Bucket	1	
	Cabinet, water testing	1	
	Cost Guide (excluding Group I)	£35	

(*f*) ENGINEERS' STORE

		Quantity	Notes
Basic List			
Group I:	Work bench with vice	1	With cupboard below.
	Socket outlet, twin	1	
	Racking	As required	To hold small fittings.
Group III:	Drill, electric, hand	1	
	Files, various	As required	
	Hammers, various	As required	
	Pliers ... ... (pairs)	2	
	Rule, steel	1	
	Saw, hack	1	
	Screwdriver, ratchet	1	
	Snips, tin	1	
	Soldering iron, electric	1	
	Spanners, various	As required	Unless provided with machines.
	Twist drill (set)	1	
	Screwdriver, large, non-ratchet type ...	1	
	Wrenches	As required	
	Bin, waste	1	
	Cost Guide (excluding Group I)	£35	

(*g*) DRY CLEANING ROOM

		Quantity	Notes
Basic List			
Group I:	Plant, dry cleaning, automatic	1	Non-flam. enclosed type.
	Press, garment	1	
	Former, garment	1	
	Table, spotting	1	
	Table, ironing	1	
	Trolley, weighing	1	
	Storage, cupboard, lockable	1	
	Board, notice	1	
Group IIb:	Table	2	With formica top.
	Trolley	1	For articles awaiting cleaning.
	Bin	4	
	Cabinet, B.L.R.A.	1	For stain removing.
	Rail, garment	3	
Group III:	Machine, stapling	1	
	Brushes, various	As required	
	Polythene packing equipment	As required	
	Cost Guide (excluding Group I)	£350	

Appendix
Laundry

DEPARTMENTAL COST SUMMARY

(To be read in conjunction with the explanatory notes in Section IV of this Equipment Note and Section IV of Hospital Equipment Note No. 1)

The room cost guide figures for basic equipment (Groups II and III), applied to standard schedules of basic accommodation for laundries of various sizes, suggest departmental equipment cost totals of the following order:

Laundry capacity (articles weekly)				
45,000	60,000	75,000	90,000	110,000
£4,930	£5,895	£7,240	£8,270	£9,515

In these totals no account is taken of the following:

(*a*) Equipment required for basic accommodation additional to the basic list, some guidance on which is given under the appropriate rooms;

(*b*) Equipment required in " additional accommodation ", cost guides for which are shown on the appropriate pages as for basic accommodation.

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